

## Regular Meeting, September 11, 2012

Chairman Raymond Equils called the meeting to order at 20:00 hours, followed by the Pledge of Allegiance.

Chairman Equils then read the Opening Statement, noting this meeting was advertised on Sunday, January 1, 2012 in the Asbury Park Press and posted on two (2) municipal Bulletin Boards and in the firehouse, as required by the Open Public Meetings Act, commonly referred to as "The Sunshine Law."

Roll call was taken with Commissioners Eadicicco, Equils, Kelly, Scarlato, and Stalling being present. Mr. Barry J. Osborn, CPA, the fire district Auditor, ten (10) firefighters and zero (0) members of the public present at the start of the meeting.

The Clerk reported that the minutes of the Workshop Meeting of Aug 13 were posted. The Clerk read the minutes of the Regular Meeting of Aug 14, and both sets of minutes were accepted on a motion by Commissioners Scarlato and Stalling, and passed by the Board.

Chairman Equils then gave the floor to Mr. Osborn, for his presentation and review of the 2011 Audit and Report, prior to its submission to Trenton.

Following the presentation and review, Mr. Osborn provided a Synopsis of the Audit for publication in the district's legal newspaper along with two (2) resolutions regarding the audit.

### **RESOLUTION #091112-01 – Certifying Review and Compliance with the Audit:**

This resolution was approved on a motion by Commissioners Scarlato and Eadicicco, and approved unanimously by the board.

### **RESOLUTION #091112-02 – To Approve Making Budget Transfers;**

This resolution was approved on a motion by Commissioners Scarlato and Stalling, and approved unanimously by the board.

The board advised Mr. Osborn it would be meeting on Monday October 1, to assemble and approve the proposed budget for the Year 2013.

The concluded the business with the auditor and Mr. Osborn left the meeting at 20:32 hours, and the board resumed it regular agenda.

### **PAYMENT OF BILLS .....** Commissioner Eadicicco presented the following bills:

Brian Schwarz	\$249.00
James Pallitto	249.00
Colin Murphy	199.00
CIT Technology Fin Services	101.00
Gregory Scarlato	74.86
Barry J. Osborn, CPA	5,075.00
Ramtown-Howell Fire Company #2	32,746.26
Point Bay Fuel Company	2,050.86
Penguin Communications	1,074.00
LabCorp of America	88.20
Fire & Safety	4,512.23
Bricktown Medical Group, PA	160.00
NJ American Water Company	2,441.60
ESI Equipment	971.75
Verizon Wireless	48.03

Brick Twp. MUA	\$7,781.40
NEPM – ASI	198.00
Firefighters Equipment	1,300.00
Quality Communications	250.00
Advanced Automotive & Diesel	44.95
East Coast Emergency Lighting	+ 10,106.23
<b>TOTAL BILLS .....</b>	<b>\$69,721.37</b>

The bills were paid on a motion by Commissioners Kelly and Eadicicco, and passed by the Board.

**COMMUNICATIONS .....** The following correspondence was sent:

Bricktown Medical Group, PA	Accounts Receivable
Pam Brown – VFIS-NJ	Email Re: Liberty Mutual Insurance Group
Tracey @ Barry Osborn’s Office	2011 Invoices Paid in 2012
Tracey @ Barry Osborn’s Office	Terms of Rental Lease
Sheryl @ Auction List Services	Contract for Public Auction

The following correspondence was received:

Amboy Bank	3 Account Statements
Amboy Bank	“GUDPA” Certification
Positive Promotions	Public Education Materials Advertisement
NetLink Web Services	Website Development Proposal
NJ-DCA-GovConnect	Notices dated 8/17, 8/20, and 8/22
Howell Fire Bureau	Joint Board Minutes – 6/7, Executive Board Minutes 8/23, Monthly Report.
Tiger Direct	Past Due Notice
US Census Bureau	Advance Notice of Forthcoming Survey
Jay C. Sendzik, Esq.	Legal Advisory – Newly Approved Legislation
Hartford Steam Boiler	2 Boiler Inspection Notices
Liberty Mutual Insurance Group	Cancellation & Reinstatement of Coverage
Joseph Gilsean	Medical Examination Form
NJ Division of Taxation	Favorable Resolution of 2008 Tax Underpayment
Bound Tree Medical	Notice – Increase in Handling Fees
NJ Fire Equipment Company	Notice – Moved – New Location

**COMMITTEES.....**

Executive Board..... Chairman Equils reported the fire bureau has moved to the Global Building and the Executive Board has held their first meeting there. He also reported that Robert Tice has resigned his position as Public Education Officer. He reported minutes of the June Joint Board and reminder of the September meeting were sent. Bills paid. (Attachments in file)

Chief’s Report..... Chief Bob Nichols submitted his monthly, percentage, vehicle, and chief engineer’s reports. 1st Asst Chief Bailey also submitted his vehicle report.

Chief Nichols reported he is still working on the hydrant and response zone maps. He also reported the county still has not yet set a date to institute “narrow banded” operations.

He reported Unit 466 has battery corrosion and varying voltage readings, will take to Advance Auto in Farmingdale for repair. Other fleet vehicles due for service next month.

Chief Nichols reported two (2) new members are in the fire academy and they need their medical release forms file there by Saturday. Clerk Kelly said he will take care of it.

Purchaser..... Purchaser Eadicicco reported the new SCBA Masks arrived. But one (1) is damaged; and we are waiting on the mask nose piece for F/F Maher. He also reported the Motorola chargers came in.

Purchaser Eadicicco then reported unable to get the SCBA Mask Repair Kit from Nat Alexander; will shop another vendor. Some Public Education Materials (hats) were delivered.

He then reported he still has to 2 order the Finger Mount PulseOx meters. The new turn out gear is about 6 weeks from delivery. And he reported he still has to meet with the chief to resolve the purchase of the carbon monoxide detectors.

Chief Nichols asked if the board is in good standing with Alpine for computer service. Chairman Equils responded affirmatively. He then reported speaking to Chief Engineer Kelly about a trailer adaptor/wiring to allow hook up of the foam trailer to vehicles other than 494. Motion by Commissioners Scarlato and Kelly to purchase it, motion passed unanimously.

Chief Nichols then asked to have the following items purchased off the 2012 budget:

- 1) 40 Replacement SCBA Mask Bags @ \$21.00 each = \$820.00;
- 2) 5 Replacement SCBA Bottles @ \$700.00 each = \$3,500.00;
- 3) 40 Locking Carabiners @ \$15.00 each = \$600.00;
- 4) 5 Salvage Covers @ \$100.00 = \$500.00;
- 5) 2 Utility/Tow Chain/Strap Units for Chief Vehicles @ \$100.00 - \$200.00;
- 6) 3 Water Can Carrying Harnesses @ \$56.00 = \$168.00;
- 7) 3 HT1250 Motorola Portable Radios @ \$700.00 = \$2,100.00;
- 8) 2 Laptop Vehicle Mounts (both for 466) @ \$600.00 = \$1,200.00;
- 9) 2 Scott Protégé Multi-Gas Meters @ \$535.00 = \$1,070.00;
- 10) Printer Ink for officers room & radio room computers = \$150.00;
- 11) Accountability Tag Rings & Clips = \$100.00;
- 12) 10 Batteries for Portable Radios @ \$18.00 each = \$180.00.

Motion to purchase these items was made by Commissioners Scarlato and Eadicicco. The motion was passed unanimously, even though Commissioner Kelly voiced an objection to the new style multi-gas meter purchase.

Chief Nichols then asked the board to purchase a mount for the new large Holmatro cutter. He provided a quote for \$1,725.00 from NJEV for parts & one (1) day installation. A motion to approve the purchase was made by Commissioners Eadicicco and Scarlato, and passed unanimously by the board.

**NEW TRUCK .....** Chief Nichols reported a “Punch List” of problem items on new Unit 488 is being assembled (plow plug cover; back up alarm; tow hitch ball; A/C power supply to charge flashlights, radios, etc; no scene lighting), and it will be given to Chairman Equils for follow up when finalized.

And a quote from NJEV for additional work on the pull-out tray was held over for the next meeting.

**OLD BUSINESS .....** From “Bullet List”:

Motion was made by Commissioners Scarlato and Stalling, to proceed with a contract with US GovBid to conduct a public auction at a 5.5% cost, for the sale of the Old Unit 488. The motion was passed unanimously by the board.

Commissioners Stalling and Kelly then made a motion to initiate a new program for verification and review of driver licenses for operators of district vehicle and apparatus; as modified and approved at last night's workshop meeting. The motion was approved unanimously by the board.

**NEW BUSINESS .....** In a follow up to action approved last night; Commissioners Scarlato and Stalling made a motion to engage NetLink Web Service for three (3) months (Oct, Nov, and Dec) to develop & implement a web site in compliance with recently enacted legislation, mandating the same. The motion was passed unanimously by the board.

In regards to creating a District Purchasing Agent: Per recommendations made at the Sept Joint Board Meeting, as to time and cost needed vs. the actual benefit received; it was informally & unanimously decided by the members of the board to not pursue the creation of this position.

On a motion by Commissioners Eadicicco and Stalling, the board agreed to meet in SPECIAL WORKSHOP MEETINGS on October 4, November 1, and November 19, to develop plans for a new truck. They will be advertised as legal meetings of the board, in compliance with the Open Public Meetings Act (Sunshine Law). Meetings will commence at 19:00 hrs. Clerk is to provide legal notice to the newspaper. The motion was approved unanimously by the board.

Clerk Kelly reported receiving the police report for the lost portable, will file insurance claim with VFIS.

Fire Company Trustee William Gotto presented the board with the company's proposal for a new rental lease. Chairman Equils thank him and stated the board will meet to discuss it and respond back to the company.

**GOOD AND WELFARE .....** Clerk Kelly noted the recent deaths of In-Active Exempt Member Ronald Brand and Past Captain Philip Lejda. May They Rest in Peace.

**JOINT PURCHASING COMMITTEE .....** Nothing was presented.

**APPLICATIONS/TERMINATIONS .....** Clerk Kelly reported 2 new applicants for membership, both of whom are assigned to attend the fire academy. Ryder Grimes and Michael Bardsley. Both were approved on a motion by Commissioners Scarlato and Eadicicco, and passed unanimously by the board.

**TREASURER'S REPORT .....** Treasurer Stalling reported the following:

OPENING BALANCE	\$5,334.57
INTEREST	2.73
TRANSFER	10,000.00
TRANSFER	+ 60,000.00
SUB-TOTAL	\$75,337.30
EXPENDITURES	- 69,721.37
CLOSING BALANCE	\$5,615.93

He also reported the following balances for the Savings Account:

OPENING BALANCE	\$1,714,187.30
INTEREST	+ <u>300.00</u>
SUB-TOTAL	\$1,714,487.30
TRANSFER TO CHECKING	- 10,000.00
TRANSFER TO CHECKING	- <u>60,000.00</u>
CLOSING BALANCE	\$1,644,487.30

The Treasurer's Report was accepted on a motion by Commissioners Kelly and Scarlato, and passed unanimously by the Board.

**PUBLIC COMMENT .....** There were ten (10) firefighters and zero (0) member of the public in attendance. Comments on agenda items were taken while the items were before the Board for action. Firefighter John Thompson requested permission to attend a course at the Middletown Fire Academy, with the \$25.00 enrollment cost to be refunded after a successful completion.

Motion to approve the course made by Commissioners Scarlato and Edicicco, and passed by the board.

**ADJOURNMENT .....** This concluded the business before the Board so a motion to adjourn was made by Commissioner Eadicicco and Scarlato, and passed by the Board.

The meeting closed at 22:15 hours.  
Respectfully Submitted,

Robert J. Kelly  
Clerk of the Board

RJK/rjk